



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

GRANTS MANAGEMENT DIVISION

TO: Community Development Commission Members
FROM: Kelly H. Mierkowski, Manager, Grants Management Division
DATE: December 18, 2015
SUBJECT: Staff Briefing

Updates, activities and accomplishments since November 24, 2015:

Department of Housing and Urban Development (HUD) Activity

- ❑ Received Annual End-of-Year Review for PY2014, Urbana HOME Consortium; will be working on extension request and response to HUD.

Overview of Major Grants Management Division Activities & Accomplishments

❑ **Grants Management Division Manager**

- **Community Development Block Grant (CDBG)**

- ♦ Closing out old activities and setting up new activities, in IDIS.
- ♦ Completing drawdowns for CDBG activities
- ♦ Continuing to monitor CDBG budget for FY 14-15 and FY 15-16; review and update as needed.
- ♦ Working with TH clients on goals

- **Emergency Solutions Grant (ESG)**

- ♦ Working with CD Specialist on grant reporting to IL Dept. of Human Services (DHS)
- ♦ Continuing to monitor ESG grant budget for FY 2015-2016. Review and update as needed; waiting on payments from IL Dept. of Human Services for agencies

- **HOME Program**

- ♦ Completed Response to HOME Monitoring with CD Specialist.
- ♦ Continuing to monitor HOME grant budget for FY 14-15 and FY 15-16; review and update as needed.

- **Supportive Housing Program (SHP) - Homeless Families in Transition**

- ♦ Working with CD Specialist on payouts to agency
- ♦ Continuing to monitor SHP grant budget for FY 15-16 (PY20); review and update as needed.

- **Other**

- ♦ Hired a new part time staff person, Don Ho, as CD Associate to assist with Financial aspects of grants; also works part time in the Finance Dept.
- ♦ Working on FY 16-17 Annual Action Process.
- ♦ Working on releases and subordinations for mortgages from old grants.

□ **Community Development Specialist:**

- **Community Development Block Grant (CDBG)**
 - ◆ Managing utility payments at Transitional Housing properties
- **Consolidated Social Service Funding (CSSF):**
 - ◆ Working with Subrecipients of awards to disburse FY15-16 CSSF funding
- **HOME Program**
 - ◆ Processing funding requests from subrecipients
 - ◆ Processing applications for the Urbana Dream Down Payment Program
- **Supportive Housing Program**
 - ◆ Processing payment requests for subrecipient agencies
- **Blight Reduction Program**
 - ◆ Assisting in the operation and administration of the Blight Reduction Program with Habitat for Humanity
- **Other**
 - ◆ Completing environmental review records (ERRs) for HUD-assisted projects
 - ◆ Miscellaneous Grants Management assistance

□ **Housing Rehabilitation Coordinator**

- **FY 15-16 Rehab Projects**
 - ◆ Emergency Grant /Access Grant projects to date: 5 applications, 4 approved 3 complete 1 under contract 1 in review
 - ◆ Senior Repair Service Projects to date: 8 application have been approved 7 complete 1 in progress.
 - ◆ Whole House Rehabilitation Projects to date: 7 applications approved, 1 declined, 5 under contract, 1 out for bid.
 - ◆ Blight Production Program (BRP) & Illinois Attorney General's Grant – working with Building Safety and Habitat for Humanity on these programs.

□ **OTHER GRANTS MANAGEMENT DIVISION ACTIVITIES**

Staff attended regular meetings of the Continuum of Care & CoC Executive Committee, Council of Service Providers to the Homeless, Housing Authority of Champaign Co. (HACC) Board of Commissioners, Senior Task Force, Community Reinvestment Group (CRG), HOME Technical Committee, and the 2016 Regional Neighborhood Network Conference (RNNC) Planning Committee.